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CRITERIA GOVERNMENT DESIGN:

Services to be performed by the Architect-Engineer under this contract shall conform to all applicable requirements and criteria set forth in the following handbooks and publications, and the latest issues and changes thereto:

1. FBS P 3410.1C Instructions to Contract Architect-Engineers
2. FBS P 3425.8A Criteria for a Federal Office Building
3. FBS P 3475.1B Structural Engineering
4. FBS P 5920.9 Building Fire Safety Criteria
5. FBS P 5900.2 Accident and Fire Prevention - General
6. FBS P 5900.3 Accident and Fire Prevention - Construction and Alteration Work
7. FBS 5920.4B Fire Protection for Essential Electronic Equipment
8. FBS (IDC): DG5 Design Criteria, New Public Building Accessibility
9. FBS P 8010.1 A-E/CM Value Management Services
10. Energy Conservation Design Guidelines for New Office Buildings (Second Edition)
11. Index of FBS Guide Specifications
12. FBS Drawing Guides (formerly titled Design Data Sheets)
13. FBS Specification Drawings (formerly titled Standard Details)
14. FBS (ICD) DG4 Building Sub Structure
15. GSS Signage Handbooks
16. GSA Federal Supply Schedules
17. Environmental Protection Agency Regulations
18. Occupational Safety and Health Standards

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PROCESSING OF CONSTRUCTION CONTRACTOR SUBMISSIONS, MANUALS AND RECORD DOCUMENTS

1. Shop drawings, equipment lists, material samples, certifications, laboratory reports, test data, and similar materials submitted by the Construction Contractor for approval shall be processed by the Architect-Engineers as directed in GSA Handbook PBS P 3410.1C, Chapter 6 and in accordance with the following requirements:

a. The Architect-Engineer shall process submissions promptly, generally within 18 calendar days of receipt, and shall make distribution by the most expeditious means to prevent delays in the construction work. The Architect-Engineer shall maintain a log of submissions, showing his dates of receipt, dates processed, approvals or other actions taken, and submissions numbers assigned. To assure prompt processing of submissions, telephone contact, personal contact, and other means of communication are encouraged.

b. The Architect-Engineer is responsible for notifying the construction contractor and the Government promptly when submission review actions are delayed for any reasons, citing the cause for the delay.

2. The Architect-Engineer shall maintain files of instruction manuals, catalog cuts, spare parts lists, shop drawings and similar equipment data, submitted by the Construction Contractor for later inclusion in the required operating and maintenance manuals. The O&M Manuals are to be submitted three months prior to scheduled completion of construction to the Contracting Officer.

3. Record Documents: The construction contractor shall maintain at the job-site a current set of working drawings and specifications which shall be marked-up to indicate all actual changes (including revisions, deviations and additions) to the original construction contract documents. The A-E shall visit the construction site periodically to review any changes to the original construction contract documents. Upon completion of construction, the construction contractor shall deliver the marked-up set of construction contract documents to the office of the A-E. The A-E shall question any changes which are not consistent with his knowledge of the project. The A-E shall

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